

## **R STREET PROJECT MANAGER'S STATUS REPORT**

February 1, 2006

The purpose of this report is to ensure that the R Street Subcommittee is properly informed of progress the team is making and aware of important issues that arise. This report will serve as a supplement to the specific action and information items in the meeting agenda. I will provide more current information orally as required.

### **A. Community Outreach**

Ms. Pat Macht will update the subcommittee on community outreach during the past two months. Ms. Macht will also report on suggested plans for opening events.

Ms. Proctor and Ms. Stiffel provided tours to all units moving in to the West and East buildings prior to the moves to orient staff to their new location. Approximately 600 staff participated in these tours.

Public Affairs Office provided tours to all staff wishing to have an overview of the new buildings. Approximately 550 staff attended these tours which were well received. Staff from Public Affairs, the R Street Project, Actuarial and Employer Services Branch, Member and Benefits Branch and Strategic Management Services Division served as volunteer tour guides.

### **B. Status of Bid Package Work**

#### BP 3 – Building & Site Improvements (Hensel-Phelps)

- Progress in the West and East buildings was completed on all floors to support the December and January staff moves.
- The parking garage work was completed to support opening the garage to staff December 1<sup>st</sup>. The garage was opened to the public in January.

#### BP 6 – Furniture Package

- Furniture installation to support all staff moves was completed in January.
- Most public area furniture has been received and installed.

### **C. Status of Schedule**

Staff moves into the West building were completed in December. Staff moves began mid-December into the East building and were completed mid-January. ITSB is located on the second, third, fourth and fifth floors of the West Building. OSSD is located on the first and second floors of the West building. The Sacramento Regional Office and Child Care Center are located on the first floors of the East building. The Customer Contact Center is located on the second floor of the East building. The Investments Office is located on the third and fourth floors of the East building.

The contractor continues to complete the security systems work, final punch list work and warranty work.

Negotiations are proceeding with the BP 3 contractor for final contract closeout.

The project schedule is provided in Attachment A.

**D. Status of Budget**

There has been no change in the Project Budget since last reported to the Subcommittee.

**E. Key Activities for the next 30 Days**

The following key activities will occur during the next 30 days:

- Complete security systems work and punch list work and continue warranty work;
- Continue negotiations with BP 3 contractor;
- Final deliveries of remaining furniture will be made during February and March;
- R Street Project staff is working closely with OSSD staff to plan and assist in follow on work;
- Planning for opening events will occur.